



Department of Treasury  
Internal Revenue Service  
[street address/PO box]  
[City State Zip]

<b>Notice</b>	CP75D
<b>Tax year</b>	2018
<b>Notice date</b>	October 15, 2019
<b>Social Security number</b>	999-99-9999
<b>Your Caller ID</b>	99999
<b>To contact us</b>	Phone xxx-xxx-xxxx
<b>Page 1 of 3</b>	

ERIC D. JOHNSON  
123 N HARRIS ST  
HARVARD TX 12345

## We're auditing your 2018 Form 1040

# Supporting documentation requested

We need you to send us information to support items you claimed on your tax return. We're delaying your refund until we complete the audit.

Be sure to respond by November 15, 2019, or we may disallow the items being audited, and you may owe additional tax.

### What you need to do immediately

- Review the list of items we're auditing and provide copies of documentation to verify what you claimed on your tax return (for complete instructions of what you need to send, see the enclosed forms).
- Complete the Response form on Page 3, and mail or fax it to us along with any documentation by November 15, 2019.
- If you can't get your documentation ready in time, call us at xxx-xxx-xxxx to discuss your options.

### Items that require supporting documentation

The list below summarizes the items that require supporting documentation. For complete instructions on what to send, see the enclosed forms.

To qualify for:

You should:

**Earned Income Credit**  
Form 1040

- Review the enclosed form 886-H-EIC, Documents You Need to Prove You Can Claim an Earned Income Credit
- Submit the documentation requested to show your child met the relationship, age and residency tests to qualify you for the Earned Income Credit.

**Dependents**  
Form 1040

- Review the enclosed Form 886-H-DEP, Supporting Documents for Dependency Exemptions.
- Submit the documentation requested to show you have eligible dependents.

**Filing status**  
Form 1040

- Review the enclosed Form 886-H-HOH, Supporting Documents to Prove Head of Household Filing Status.
- Submit the documentation requested to show you are the Head of Household.

### If we don't hear from you

If you don't mail or fax your supporting documentation by November 15, 2019, we'll disallow the items being audited and send you an audit report that shows the proposed changes to your tax return.

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**Next steps**

- We'll review the information that you provide (please allow us at least 30 days).
- If the information supports your tax return, we'll send your refund and a letter letting you know your audit is closed
- If the information does not fully support your tax return, we'll send you an audit report that explains the proposed changes, including any additional tax you may owe plus any penalties and interest that may apply.

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**Additional information**

- Visit [www.irs.gov/cp75d](http://www.irs.gov/cp75d).
- Review the enclosed documents and The Examination Process (Publication 3498-A) which describes your appeal rights.
- For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 800-TAX-FORM (1-800-829-3676).
- Keep this notice for your records.

If you need assistance, please don't hesitate to contact us.

**Taxpayer Advocate Service**

The Taxpayer Advocate Service (TAS) is an independent organization within the IRS that can help protect your taxpayer rights. TAS can offer you help if your tax problem is causing a hardship, or you've tried but haven't been able to resolve your problem with the IRS. If you qualify for TAS assistance, which is always free, TAS will do everything possible to help you. Visit [www.taxpayeradvocate.irs.gov](http://www.taxpayeradvocate.irs.gov) or call xxx-xxx-xxxx.

**Low Income Taxpayer Clinic (LITC)**

Assistance can be obtained from individuals and organizations that are independent from the IRS. The Directory of Federal Tax Return Preparers with credentials recognized by the IRS can be found at <http://irs.treasury.gov/rpo/rpo.jsf>. IRS Publication 4134 provides a listing of Low Income Taxpayer Clinics (LITCs) and is available at [www.irs.gov](http://www.irs.gov). Also, see the LITC page at [www.taxpayeradvocate.irs.gov/litcmap](http://www.taxpayeradvocate.irs.gov/litcmap). Assistance may also be available from a referral system operated by a state bar association, a state or local society of accountants or enrolled agents or another nonprofit tax professional organization. The decision to obtain assistance from any of these individuals and organizations will not result in the IRS giving preferential treatment in the handling of the issue, dispute or problem. You don't need to seek assistance to contact us. We will be pleased to deal with you directly and help you resolve your situation.



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INTERNAL REVENUE SERVICE  
 STREET ADDRESS]  
 [CITY STATE ZIP]

## Response form

Complete this form, and mail or fax it to us by November 15, 2019. If you use the enclosed envelope, be sure our address shows through the window.

Send by regular mail, Courier, priority, or express services, including certified or registered mail, which requires a signature upon delivery and may delay processing.

### Provide your contact information

If your address has changed, please call 999-999-9999 or visit [www.irs.gov](http://www.irs.gov).

ERIC D. JOHNSON  
 123 N HARRIS ST  
 HARVARD TX 12345

	a.m. p.m.		a.m. p.m.
Primary phone	Best time to call	Secondary phone	Best time to call

### 1. Indicate which items you are addressing with supporting documents.

#### I am including documentation

The enclosed documentation supports my 2018 tax return (check all that apply):

- Earned Income Credit, Form 1040
- Dependents, Form 1040
- Filing status, Form 1040

### 2. Send this Response form to us

Mail or fax your Response form to us along with any documentation by November 15, 2019. If you're using your own envelope, mail your package to the address on this form or, fax it to 999-999-9999.